



*A place where families and businesses thrive.*

**City Council Regular Meeting Minutes**

**Monday, October 22, 2018  
7:00 p.m., Community Auditorium**

***Minutes are unofficial until approved by Council.  
Council approved minutes as presented November 13, 2018.***

**1. CALLED TO ORDER AND ROLL CALL:**

Mayor Peter Truax called the regular City Council meeting to order at 7:06 p.m. and led the Pledge of Allegiance.

**ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph “Val” Valfre; and Mayor Peter Truax.  
**COUNCIL ABSENT:** Malynda Wenzl, excused (dismissed at 6:45 p.m. and returned at 8:50 p.m.).

**STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; Rob Foster, Public Works Director; Keith Hormann, Light and Power Director; and Anna Ruggles, City Recorder.

**1. A. PROCLAMATIONS:**

**Bells of Peace: A World War I Remembrance**

Mayor Truax proclaimed November 11, 2018, as “*Bells of Peace: A World War I Remembrance*” in Forest Grove. Mike Standing, The American Legion, Washington County Post II Commander, accepted the proclamation.

**National Hunger and Homelessness Awareness Week**

Uhing proclaimed November 10-18, 2018, as “*National Hunger and Homelessness Awareness Week*” in Forest Grove. Amber Nieves, Sustainability Commission Chair, accepted the proclamation. Brian Schimmel, Sustainability Commission, distributed an invitation to Council to attend the activities planned in recognition of the awareness week.

**2. CITIZEN COMMUNICATIONS:** None.

**3. CONSENT AGENDA:**

Items under the Consent Agenda are considered routine and are adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon

following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Subcommittee Work Session (B/C Program of Work) Meeting Minutes of September 25, 2018.
- B. Approve City Council Regular Meeting Minutes of October 8, 2018.
- C. Accept Parks and Recreation Commission Meeting Minutes of September 19, 2018.
- D. Accept Public Safety Advisory Commission Meeting Minutes of August 22, 2018.
- E. Accept Sustainability Commission School Garden Subcommittee Minutes of August 31, September 21 and October 12, 2018.

**MOTION: Councilor Valfre moved, seconded by Councilor Rippe, to approve the Consent Agenda as presented. ABSENT: Councilor Wenzl. MOTION CARRIED 6-0 by voice vote.**

4. **ADDITIONS/DELETIONS:** None.

5. **PRESENTATIONS:**

5. A. 2018 Watershed Timber Harvest Update

Foster introduced Scott Ferguson, Trout Mountain Forestry, Consultant, who presented a PowerPoint presentation highlighting the 2018 Watershed Timber Harvest-related activities, noting the 2018 timber harvest resulted in 1,887,000 MBF, 65 acres harvested and total net revenue of \$1,203,000. Ferguson reported the Watershed Stewardship Management Plan states the harvest level should be in the range of 1.7 to 2.0 MBF per year, noting the average has been 1.775 MBF. In addition, Foster and Ferguson gave an overview on various projects completed, noting the projects included monitoring noxious weeds and road maintenance.

5. B. Light and Power Substation Upgrade Project Update

Hormann presented a PowerPoint presentation overview of the substation transformer upgrades at Thatcher and Forest Grove substations and Forest Grove Bank 1 and Forest Grove Bank 2, noting the project included replacement of three of the four transformers and replacement of all protective apparatus and wildlife protection is being installed internally and externally at the substations to help prevent failure. Hormann reported over \$1,000,000 of new equipment was installed as part of the Thatcher substation upgrade, noting when the upgrades are completed, the City will have increased load capability by approximately 60 percent. In addition, Hormann noted the project has been kept under the budgeted amount of \$3,800,000. In conclusion of the above-noted presentation, Hormann gave an overview of the next steps after the project is completed, noting the City is preparing for replacement of the Filbert Substation transformer in 10-15 years and there is a possible need for a future substation on the north end of the system.

6. **RESOLUTION NO. 2018-83 AUTHORIZING THE ASSIGNMENT OF FUND BALANCE IN THE WATER FUND FOR THE PURPOSE OF FUTURE PURCHASES OF LAND IN THE CITY'S WATERSHED**

**Staff Report:**

Foster and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing setting aside \$300,000 of current Fund Balance in the Water Fund for potential watershed land acquisition. Downey advised the proposed resolution also allows excess harvest earnings above \$325,000 to be added to the assigned Fund Balance for land acquisition, noting this amount was assigned because the City's Water Rate Study assumes a certain level of net timber harvest revenue will be used to fund other Water Fund capital projects. Downey noted this amount will be reviewed as part of the new rate study. In addition, Foster reported the proposed resolution is addressing Council Objective 1.1, Watershed Land Acquisition, noting Council adopted Resolution No. 2017-37, which established the watershed land acquisition policy guidelines, and Council held a work session on September 24, 2018, to review if timber harvest funds were available to be reserved for potential land acquisitions in the watershed. As a result of the work session, staff was directed to prepare a proposed resolution for Council consideration. In conclusion of the above-noted staff report, Foster and Downey advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-83.

VanderZanden read Resolution No. 2018-83 by title.

**MOTION:** Council President Johnston moved, seconded by Councilor Rippe, to adopt Resolution No. 2018-83 Authorizing the Assignment of Fund Balance in the Water Fund for the Purpose of Future Purchases of Land in the City's Watershed.

**Council Discussion:**

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

**ROLL CALL VOTE:** AYES: Councilors Johnston, Rippe, Thompson, Uhing, Valfre, and Mayor Truax. NOES: None. ABSENT: Councilor Wenzl. MOTION CARRIED 6-0.

7. **RESOLUTION NO. 2018-84 APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN CITY OF CORNELIUS AND CITY OF**

## **FOREST GROVE RELATING TO EXTENSION OF N HOLLADAY STREET**

### **Staff Report:**

Riordan presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing the City Manager to execute a Memorandum of Understanding (MOU) between City of Forest Grove and City of Cornelius relating to the extension of N Holliday Street. Riordan introduced Ryan Wells, City of Cornelius Community Development Director, who was present to address inquiries. In addition, Riordan presented a PowerPoint presentation overview, noting the MOU establishes an agreement as to the location and general conditions for a future connection between N Holliday Street from its existing western terminus at 4<sup>th</sup> Avenue in Cornelius, and Yew Street at its existing northern terminus located approximately 300 feet north of its intersection with 24<sup>th</sup> Avenue in Forest Grove as shown in Exhibit A, diagram. Riordan advised N Holliday Street extension is needed to improve freight access to the 24<sup>th</sup> Avenue industrial area in Forest Grove and north industrial district in Cornelius. In conclusion of the above-noted staff report, Riordan advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting the MOU, if approved by both cities, will remain in effect until modified or terminated by any of the parties or upon completion of the N Holliday Street connection.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-84.

VanderZanden read Resolution No. 2018-84 by title.

**MOTION:** Council President Johnston moved, seconded by Councilor Valfre, to adopt Resolution No. 2018-84 Approving a Memorandum of Understanding (MOU) between City of Cornelius and City of Forest Grove Relating to Extension of N Holladay Street.

### **Council Discussion:**

In response to various Council inquiries pertaining to the traffic impact study and traffic signalization, Riordan referred to the City's 2014 Transportation System Plan, noting the intersection of Yew Street will be looked at as part of the TV Highway improvements.

Hearing no further concerns from Council, Mayor Truax asked for a roll call vote on the above motion.

**ROLL CALL VOTE:** AYES: Councilors Johnston, Rippe, Thompson, Uhing, Valfre, and Mayor Truax. NOES: None. ABSENT: Councilor Wenzl. MOTION CARRIED 6-0.

**8. CITY COUNCIL COMMUNICATIONS:**

Council President Johnston reported attending the Public Arts Commission (PAC) meeting. In addition, Johnston reported on other matters of interest and upcoming meetings he was planning to attend.

Rippe reported attending the Western Washington County Fire IGA Task Force meeting. Rippe reminded Council of the activities planned during the Nyuzen Student Delegation visit, noting the delegation arrives Saturday, October 27, and departs Wednesday, October 31, 2018. In addition, Rippe reported on other matters of interest and upcoming meetings he was planning to attend.

Thompson reported attending Community Forestry Commission meeting. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing reported on upcoming meetings she was planning to attend.

Valfre reported on matters of interest and reported on upcoming meetings he was planning to attend.

Wenzl was absent

**9. City Manager's Report:**

VanderZanden reported on upcoming meetings and events as noted in the Council calendar. VanderZanden provided a status update on the improvements to the North Entrance, noting the Parks Department is in the process of developing a plan to make improvements, which includes replacement of service clubs' signage and replanting of plant materials that require less maintenance. In addition, VanderZanden referenced the City Manager's Report, which was emailed to Council in advance and outlined various upcoming Council-related meetings; upcoming Council-related items; updates on department-related activities and projects, including Administrative Services, Parks and Aquatics, Police, Library, Light and Power, Economic Development, Community Development, and Engineering and Public Works; and other upcoming citywide calendar events.

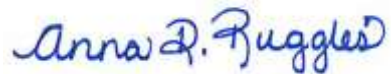
**10. MAYOR'S REPORT:**

Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. In addition, Mayor Truax reported on various local, regional, Metro, and Washington County-related meetings he attended and upcoming community-related events and meetings he was planning to attend.

11. **ADJOURNMENT:**

Mayor Truax adjourned the regular Council meeting at 8:33 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder